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## COMMUNITY DEVELOPMENT ACTIVITY FUND CDAF

COOPERATIVE AGREEMENT No: AID-511-A-09-00001

QUARTERLY PROGRESS REPORT  
OCTOBER-DECEMBER 2009



### SUBMITTED TO:

Virginia Moscoso  
Agreement Officer's Technical Representative (AOTR)  
USAID/Bolivia  
Calle 9 No. 104 Obrajes  
La Paz, Bolivia  
Tel: 591-2-2786544  
Fax: 591-2-2786654  
[vmoscoco@usaid.gov](mailto:vmoscoco@usaid.gov)

### SUBMITTED BY:

Hassan Abdelhalin Abdala  
Program Director  
ACDI/VOCA  
Calle 11 # 480 Esq. Sánchez  
Bustamante, Calacoto  
La Paz, Bolivia  
Tel/Fax: (591-2) 279-3206

[habelhalin@acdivoca.org.bo](mailto:habelhalin@acdivoca.org.bo)  
[info@acdivocabolivia.org](mailto:info@acdivocabolivia.org)

January 30, 2010



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Representatives of senior citizens of Potosí discussing their priority needs with USAID officers and showing the dilapidated conditions of their cafeteria infrastructure -a project for the CDAF Program.

“This CDAF Program Quarterly Report is made possible by the generous support of the American people through the United States Agency for International Development (USAID). The contents are the responsibility of ACDI/VOCA and do not necessarily reflect the views of USAID or the United States Government.”

## I. BACKGROUND AND CONTEXT

The CDAF Program began on September 30, 2009. Its overall goal is to support communities throughout Bolivia in meeting their basic needs. The purpose is to assist underserved communities to resolve specific, self-identified problems through small grants. The objectives are to:

- a) Finance small development activities to respond to immediate needs of poor Bolivians in ways that build local problem-solving capacities, and
- b) Contribute to promoting better understanding of the United States Government (USG) and its development assistance in Bolivia through people-level impact activities.

To achieve this goal and these objectives, ACDI/VOCA implements the CDAF Program in close coordination and consultation with USAID and through a series of activities designed to empower communities to achieve their social and economic development objectives. Over the five-year life of project (LOP), the CDAF program will implement more than 110 small-grant projects throughout Bolivia, with particular emphasis on traditionally excluded segments of the population, including women and indigenous groups. The CDAF program will implement approximately 20-25 small, self-help projects per year.

The CDAF Program advocates and advances valuable initiatives through transparent and objective identification, assessment and development methodologies, working with concerned citizens and benefaction groups to facilitate idea-sharing on how to improve stakeholders' lives.

## II. PROGRAM SUMMARY

This quarterly report summarizes the project's activities during the first quarter of operation, October 1<sup>st</sup> to December 31<sup>st</sup>, 2009. In addition to brief summaries of project start up and upcoming activities, project activities are reported by programmatic area (Inclusion, Maternal and Child Health, Agriculture and Biodiversity). During this reporting period, the following key activities were completed:

### Highlights of the Quarter

- All administrative and financial startup activities were completed, including office setup, information technology operations, tailoring and adaptation of CDAF's internal control manuals, procedures and management systems.
- The first CDAF program activity was launched and completed, consisting of the rehabilitation and improvement of the Senior Citizens' Center Cafeteria in the city of Potosí (CDAF001).
- Three important framework agreements were signed with local partners where they commit to provide counterpart resources and future sustainability to the infrastructures and equipment approved by USAID; two with the municipalities of Santiago de Callapa (La Paz) and Chaquí (Potosí), and one with the Female Livelihood Center of Mosoj Yan

(Cochabamba). A fourth agreement is currently in draft for signatures with the municipality of Potosí.

- USAID approved the program's Branding Strategy and Marking Plan on December 30, 2009
- A final draft of the CDAF program's Performance Monitoring Plan was sent to USAID for approval on December 11, 2009, which incorporates input from the AOTR and the Mission's M&E specialist Mario Valori.

## Meetings

- Since program inception, regular biweekly meetings have been held with the AOTR, Dr. Virginia Moscoso, to analyze assistance requests, approve project profiles, present environmental assessment checklists and plan field visits.
- Coordination meetings were held with the Bolivia Communications Activity (BCA) for the joint design and production of the CDAF program official Banners. This has been a model coordination and collaboration initiative that has also been used for planning media coverage of future CDAF public events.

## Site Visits

- In early October, CDAF and USAID visited the office of Congress Representatives of Potosi (*Brigada Potosina* in Spanish), in the city of Potosi, to discuss and coordinate the multiple assistance requests received from the municipalities of Chaquí, Puna, Porco, Ckochas and Santiago de Callapa through this office.
- A related visit took place in the municipality of Chaquí, where several community site visits were planned and conducted with the mayor, Francisco Condori, in order to identify, validate and prioritize projects. As a result, for example, an initial request for school desks was replaced by the construction of two classrooms and a bathroom in the El Palomar educational unit.



Meeting with the municipality of Chaquí - Potosí to discuss assistance requests and schedule community visits.



- Another related trip involved visiting the municipality of Santiago de Callapa, where the community prioritización of school desks was validated by observing the condition of the current desks and the fact that in many cases three children were using what was supposed to be bi-person desks.

An illustration of the condition of the school desks in the Callapa educational unit.

- At USAID's request, a visit was made to the Batallas higher education unit (*Unidad Campesina de Batallas*), to analyze a proposal for the certification of the university's laboratory by the Bolivian National Service of Food Health and Safety (SENASAG in Spanish) through an institutional strengthening activity.

#### Projects in Approval Process

- Construction of two new classrooms for the U.E. Rosa Agramont (CDAF002)
- Refurbishment of the U.E. Lime (CDAF005)
- First-aid-kit (CDAF008)
- School Notebooks for Strategic Communications (CDAF009)
- Refurbishment of the Santa Rosa health post (CDAF010)
- Refurbishment of the U.E. Pasto Grande (CDAF011)
- Refurbishment of the Sepultura Health Center (CDAF012)

Project Status	Total	%
Approval Process	7	58.33
Implementation	4	33.33
Concluded	1	8.33
<b>Total</b>	<b>12</b>	<b>100</b>

#### Projects in Implementation

- Provision of bi-person school desks for schools in the municipality of Callapa (CDAF003)
- Equipment of the Female Livelihoods Center of Mosoj Yan (Cochabamba) (CDAF004)
- Construction of two classrooms for the U.E. El Palomar, Potosi (CDAF006)
- Construction of bathrooms for the U.E. El Palomar, Potosi (CDAF007)

#### Concluded Projects

- Refurbishment of the Senior Citizens' Center Cafeteria, Potosi (CDAF001)

### III. CDAF IN NUMBERS

Table 1 below presents information on CDAF's project portfolio and beneficiaries by division and department in addition to the total corresponding investments.

**Table 1: CDAF projects by Location, Investment and Number of Beneficiaries**

DEPARTMENT	INVESTMENT BY DEPARTMENT (\$US)	Nº OF PROJECTS BY DEPARTMENT					Nº OF BENEFICIARIES BY PROGRAMMATIC AREA				TOTAL BENEFICIARIES PER DEPARTMENT
		INC	H	AG	BI	TOTAL	INC	H	AG	BI	TOTAL
SANTA CRUZ											
LA PAZ											
POTOSI	9,878	1				1	50				50
BENI											
COCHABAMBA											
ORURO											
CHUQUISACA											
<b>TOTAL</b>	<b>9,878</b>	<b>1</b>				<b>1</b>	<b>50</b>				<b>50</b>

Inclusion (INC), Health (H), Agriculture (AG), Biodiversity (BI)

## IV. SUMMARY OF ACTIVITIES

### A. Inclusion

#### Projects in Approval Process:

PROJECT NAME AND CODE	BENEFICIARY GROUP	DEPARTMENT
Construction of two new classrooms for the U.E. Rosa Agramont (CDAF002)	Community of Chonchocoro, municipality of Viacha	LA PAZ
<b>Description:</b> The community's education unit (UE in Spanish) provides service to 235 children with only four classrooms, which means overcrowding children and in some cases combining children of different grades in the same classroom. The Project will benefit children in elementary school years by providing new appropriate accommodation for 48 kids.		
Refurbishment of the U.E. Lime (CDAF005)	Community of Lime, in the municipality of las Carreras	CHUQUISACA
<b>Description:</b> This remote community has all its infrastructure dilapidated, requiring urgent improvements in order to be adequate to house small children in a safely way, including the availability of restrooms, for the 2010 school year. Eighty children of the municipality will benefit from this project. The community has committed to contribute in/kind counterpart and the municipality has allocated counterpart resources in its 2010 annual plan.		
School Notebooks for Strategic Communications (CDAF009)	Children in school age	NATIONAL
<b>Description:</b> Through this project, 2,500 notebooks will be printed featuring communications messages related to the different Strategic Objective offices of USAID/Bolivia with the intension of disseminating their activities and promoting health and environment best practices. These notebooks will be distributed when USAID and/or the US Embassy officials make field visits and in occasion of CDAF inaugurations and public events.		
Refurbishment of the U.E. Pasto Grande (CDAF011)	Communities of Pacoco, San Pedro, Huaycha, Huaychani, Pasto Grande, Eskojo, Challuyo, Kaucilla, Llallagua and Vituyo in the municipality of Charaña	LA PAZ
<b>Description:</b> This educational unit is located near the Bolivian border with Chile and Perú. The U.E. requires multiple refurbishments and improvements to provide for a better studying environment to its 30 students, thus, preventing their migration (seasonal or permanent).		

#### Projects in Implementation:

##### **Provision of bi-person school desks for schools in the municipality of Callapa (CDAF003)**

The office of Congress Representatives of Potosi (Parliamentary Brigade), in conjunction with the municipality of Santiago de Callapa, submitted a note to USAID requesting school desks for several education units in the municipality. After a field visit conducted by CDAF and USAID officers it was evidenced that children in the area are tremendously underserved in terms of number of school desks available and those that exist date over 30 years ago and are in poor condition.



A girl shows the school desk she is currently using in the Callapa educational unit.

The CDAF proceeded to develop a project profile for the provision of 100 bi-personal school desks in a period of 35 days which was approved by USAID on December 7, 2009. A grant agreement was signed with the municipality whereby the CDAF Program committed to finance US\$5,000 of the cost of the desks and municipality US\$1,500. This project directly benefitted 200 students of the more removed and more underserved education units within the municipality in terms of furniture. The delivery of the desks is scheduled the last week of January of 2010.

### **Equipment of the Female Livelihoods Center of Mosoj Yan (CDAF004)**

Girls and female teenagers often times end up living on the streets as a result of abandonment, sexual abuse, family violence and gangs. Living on the streets leaves them susceptible to drug abuse. The Mosoj Yan Center, rescues these girls and teenagers by providing a place where they can seek refuge and gain livelihood skills, through trainings and motivational/guidance discussions. Although the center has a good infrastructure, it requires equipment in order to provide better services.



Alimentación y preparación de alimentos

The CDAF Program scheduled a visit to the center and after a positive evaluation of the needs, the project and environmental profiles were prepared and approved. Approximately 220 female teenagers and girls will benefit from the donation of equipment that will include: plates, cups, utensils, blenders, mixers, pans, containers, television, stereos, beds, mattresses, and tables. This equipment will be used to prepare meals and to prepare food that can be sold, and in this way enable the center to be more self-sustaining. The CDAF Program will invest US\$5,720. The delivery of the equipment is scheduled for the last week of January 2010.

### **Construction of two classrooms for the U.E. El Palomar, Potosi (CDAF006)**



Estado actual de la infraestructura

At the request of the Municipality of Chaqui, through an initial solicitation for financing for school desks, a trip was scheduled with USAID in order to hold meetings with the local authorities. Through this trip it soon became apparent that the real need for financing in the community of El Palomar was for the school infrastructure itself which is in very poor conditions. The community of Palomar has a dispersed rural population. The school building, which is used for three cycles-a population of 463 students and 36 teachers, is quite deteriorated. In particular, the classrooms for the primary school children are full of cracks and leaks and were identified as the area with most urgent need of attention. The municipality was in agreement to change its priority to the construction of two classrooms, which will benefit 40 students.

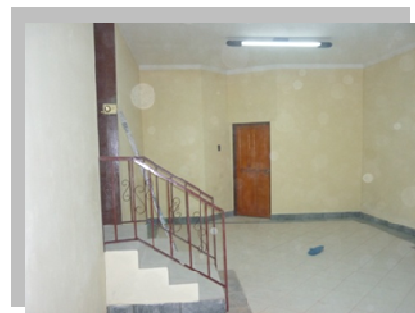
The project final and environmental profiles were approved on December 7, 2009. An agreement was reached with the municipality to provide US\$2000 in cash counterpart contributions and future maintenance of the classroom. The CDAF Program will invest another

US\$10,000. Currently, quotes are being evaluated for the construction and an award will be made in early January 2010. The project is scheduled to be completed at the end of February 2010.

### **Concluded Projects:**

#### **Refurbishment of the Senior Citizens' Center Cafeteria (CDAF001)**

Although the Municipality of Potosi had a building it could use as a cafeteria to feed senior citizens, it lacked the funds necessary to refurbish and equip the cafeteria. At the request of the municipality, a visit was scheduled with USAID in order to meet with the *Oficialía Mayor de Desarrollo Humano* and Senior Citizen representatives. The group visited the building and together planned for the refurbishment and developed a sustainability plan for the maintenance of the cafeteria. The CDAF Program prepared a final project and environmental profile and upon approval proceeded with the process of invitation and selection of the contractor.

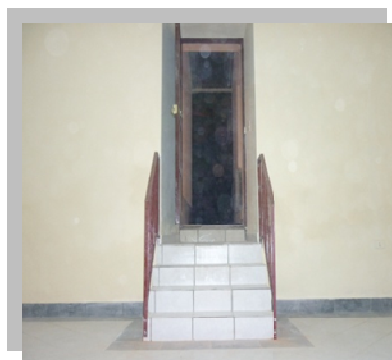


Refurbished area of the Center

The following work refurbishment took place: installation of ceramic flooring; division of storage facilities; construction of a kitchen area with plumbing and electrical wiring; construction of kitchen countertops; entrance with stairs and railings; installation of new doors and windows; and an overall paintjob. The municipality contributed equipment in order for the center to be able to provide food and recreation for senior citizens. This project was like a Christmas gift for the more than 50 senior citizens that will use these new facilities. The official delivery of this project is scheduled for January 2010.



Before the refurbishment



After the refurbishment

## B. Health (Maternal and infant)

### Projects in the Approval Process:

PROJECT NAME AND CODE	BENEFICIARY GROUP	DEPARTMENT
First-aid-kit (CDAF 0008)	Students of various schools	TBD
<b>Description:</b> 50 First-aid-kits will be created for various rural area schools. These will be distributed through various visits made by representatives of the US Embassy or USAID to projects implemented by the CDAF Program.		
Refurbishment of the Santa Rosa health post (CDAF 0010)	Community of Santa Rosa and surrounding areas in the municipality of XX	CHUQUISACA
<b>Description:</b> Although the community has a health post, it lacks certain resources, which inhibit the attention that given to the population and results in limited sporadic visits from a doctor. The the refurbishment of the center and the construction of an incinerator (as an environmental requisit) the population of approximately 350 residents, will have access to a permanent doctor.		
Refurbishment of the Sepultura Health Center (CDAF 0012)	Community of Sepultura and surrounding areas in the municipality of XX	LA PAZ
<b>Description:</b> The Sepultura Health Center attends 400 residents of the Cosapa, Río Blanco, Pasto Grande, Cobre Villa and Jalsuri communities. It is located at the border between Peru and Chile milestone 15 (BOLCHIPE) 200 km from the city of La Paz. Many of its residents in this area cross the border in order to get medical attention, as this Health Center in Bolivia is quite deteriorated due to the lack of municipal resources. The CDAF Program will help to improve the center's infrastructure, which will help to bring a permanent doctor that will be able to treat the residents of this community and the surrounding areas.		

### Projects in Implementation:

#### **Construction of Bathrooms for the U.E. El Palomar (CDAF007)**

Just as the need to construct classrooms was identified during the visit to the U.E. Palomar under CDAF006, the need for bathrooms for the elementary school children was also identified. The construction of bathrooms is also in compliance with USAID environmental standards, related to health and sanitation for schools. The final project and environmental profiles were approved on December 7th and requests for bids were sent out, received and in the mist of being evaluated at the end of the quarter. Project to implementation is scheduled to begin in January and to be concluded by the end of February. An agreement was also entered into with the Municipality of Chaqui, to contribute US\$1,750 in cash for the construction. The CDAF Program will invest US\$5,000 into this project which will benefit 120 children that attend the U.E. El Palomar.



Current state of the bathroom

## C. Agriculture

None identified during this quarter.

## D. Biodiversity

None identified during this quarter.

## **V. PERFORMANCE INDICATOR RESULTS**

Several meetings were held throughout the quarter with USAID in order to develop the final PMP and put into place the monitoring and evaluation process of the CDAF Program projects. Upon official approval from USAID, its implementation will begin promptly.

## **VI. LOOKING FORWARD**

The following activities are planned for the next quarter:

- Evaluation, selection and approval of three new requests for small donations to be funded by the CDAF.
- Facilitation of at least two public events highlighting CDAF support of critical needs in beneficiary communities.
- Monitoring and evaluation of projects in implementation.

## ANNEX I. Current Status of the Projects

Project Number	Name	Division	Amount Assigned in US\$	Counterpart	Department	Province	Municipality	Community	No. Of Beneficiaries	Status	End date	Date of event
CDAF001	Refacción comedor para el adulto mayor	INCLUSIÓN	10,000	3,814.50	Potosí	Tomas Frías	Potosí	Varias	50	Concluded	Dec-09	1/12/2010
CDAF002	Construcción dos aulas U.E. Rosa Agramont	INCLUSIÓN	10,000		La Paz	Ingavi	Viacha	Chonchocoro	48	Approval Process		
CDAF003	Equipamiento de Pupitres Bipersonales Mun. Callapa	INCLUSIÓN	5,200	1,506.00	La Paz	Pacajes	Santiago de Callapa	Varias	200	Implementation	Feb-10	
CDAF004	Equipamiento Mosoj Yan	INCLUSIÓN	5,720		Cochabamba	Cercado	Cercado	Varias	220	Implementation	Feb-10	
CDAF005	Refacción U.E. Lime	INCLUSIÓN	10,000		Chuquisaca	Sud Cinti	Las Carreras	Varias	80	Approval Process		
CDAF006	Construcción dos aulas U.E. El Palomar	INCLUSIÓN	10,000	2,000.00	Potosí	C. Saavedra	Chaquí	El Palomar	40	Implementation	Feb-10	
CDAF007	Construcción de una batería de baño	SALUD	5,000	1,750.00	Potosí	C. Saavedra	Chaquí	El Palomar	120	Implementation	Feb-10	
CDAF008	Botiquín Primeros Auxilios	SALUD	1,300		Bolivia				2,500	Approval Process		
CDAF009	Cuadernos	INCLUSIÓN	2,000		Bolivia				2,250	Approval Process		
CDAF010	Refacción Posta Salud Santa Rosa	SALUD	10,000		Chuquisaca	Sud Cinti	Las Carreras	Santa Rosa	350	Approval Process		
CDAF011	Refacción U.E. Pasto Grande	INCLUSIÓN	10,000		La Paz	Pacajes	Charaña	Pasto Grande	30	Approval Process		
CDAF012	Refacción Centro de Salud Sepultura	SALUD	10,000		La Paz	Pacajes	Charaña	Sepultura	400	Approval Process		

*ACDI/VOCA  
Community Development Activity Fund – CDAF  
USAID Award No: AID-511-A-09-00001*